

1 OCT 1963

Mr. Andrew E. Ruddock, Director  
Bureau of Retirement and Insurance  
Civil Service Commission  
Washington, D. C.

Dear Mr. Ruddock:

This is to inform you that [redacted] has been appointed our Insurance Officer and [redacted] our Insurance Officer, Alternate for matters pertaining to the Federal Employees' Group Life Insurance. [redacted] has also been appointed Health Benefits Officer for matters pertaining to Federal Health Benefits. Specimen signatures for [redacted] appear below:

(Signed) [redacted]

(Signed) [redacted]

Sincerely,

/s/ Emmett D. Echols

Emmett D. Echols  
Director of Personnel

cc: Office of Federal Employees' Group Life Insurance  
25 East 24th Street  
New York 10, New York

Distribution:

- 0 & 1 - Addressee
- 1 - O/FEGLI
- 1 - D/Pers
- ✓ 1 - Insurance Branch
- 1 - FEGLI Policy File
- 1 - C/BSO
- 1 - BCB

OP/BSI [redacted]

STAT  
STAT  
STAT  
STAT  
STAT  
STAT  
STAT

STAT